

Conference guide

Young Workers Conference 2017

March 2017

Welcome to the Young Workers Conference 2017

We have a packed and interesting programme again this year.

Alongside the plenary sessions there is a women's reception, workshops and a social event in the evening.

Checklist

All the documents you need are contained in the e-bulletins. Please bring a smartphone, tablet, or other device to access your email as **you will need access to the documents for the duration of the conference.**

When you arrive

Please register upon arrival at the registration desk located in the reception area on the lower level of Congress Centre.

Order of business

Saturday 25 March

10.30 – Registration opens

11.00 – Welcome Reception for Women Delegates & Visitors

12.00 – Lunch

13.00 – Opening session of conference

Craig Dawson – Chair, Young Workers Forum

Keir Starmer MP – Shadow Secretary of State for Exiting the European Union

Mary Bousted, TUC President, presenting the TUC Youth Award

14.00 – Workshops (the workshops will be held twice, delegates will be asked to select two workshops on registration)

- Innovating with young workers
- Organising apprentices
- Brexit and young people

16.30 – First formal session of conference

- Election of tellers
- Election of TUC Young Workers Forum chair

16.45 – Motions

EMPLOYMENT, ECONOMY AND EQUALITY

1. Equality is not a luxury – UNISON

2. Housing – USDAW

3. Job security and young workers – NASUWT

4. Apprentices – PCS
Amendment from ATL
Amendment from UNISON
Replaced by Composite A – Apprentices
 5. Apprentices and public procurement – UCATT
 6. The Living Wage for under-25s – RMT
Amendment from PCS
 7. The Alternative Old Boys Network – Equity
 8. Protecting freelance workers – Musicians' Union
 9. Maritime training and industry growth – Nautilus International
- 18.30** – Close of conference business
19.00 – Evening social (to 22.00)

Sunday 26 March

10.00

Antonia Bance – Head of Campaigns and Communications, TUC

10.30 – Second formal session of conference (motions)

Motions will be discussed in the following order:

YOUNG WORKERS AND UNIONS

10. Organising young workers in precarious employment – Unite
11. Trade unions and education – GMB
12. Precarious employment – Community

PUBLIC SERVICES

13. Fair Education for All – NUT
Amendment from USDAW
14. Disability cuts – CWU
15. Junior doctors – whistleblowing – HCSA

TUC AND CONSTITUTION

16. Change to Rule 37: Motion calling for digital voting at the TUC Young Workers Conference – Prospect

CONGRESS MOTION AND PRIORITY CAMPAIGNS

- Selection of motion to send to TUC Congress 2017
- Selection of priority campaigns for TUC Young Workers Forum

16.00 – Vote of Thanks and close of conference

Motions are grouped together as they all address a particular issue. After each motion has been moved and seconded, all motions in the group will be open to debate. This means that delegates can speak to any of the motions in the group. After the debate, the chair will move to a vote on each motion in the group.

Paperless voting

TUC Young Workers Conference is a paperless conference. This means that all documents, information and voting will take place using a personal smartphone, tablet or other mobile device. There will be more detailed instructions about the process of paperless voting in a separate document.

Charging points

There will be sufficient electrical sockets available in the conference hall to charge your personal smartphone, tablet or other mobile device. **Please bring your own plug for your device.**

Women's reception

11.00 Saturday 25 March, Congress Suits 3 & 4

All women delegates and visitors are welcome to attend.

Workshops

The workshops will be held twice. Delegates will be asked to select two workshops on registration.

Accommodation

Information about accommodation will be distributed separately. If you have any queries please email dcleary@tuc.org.uk or ask at the registration desk on arrival.

Catering

Food and refreshments will be provided in break periods.

Seating plans

The conference seating plan is on the back page on this guide.

Toilet facilities

There are toilet facilities in every area where an event is taking place.

Access for disabled people

Congress Centre treats the needs of disabled delegates and speakers with great importance.

Facilities for disabled people include:

- There are raised step treads outside the building to assist blind and partially sighted delegates, with entrance ramps for wheelchair users.

- All lifts accommodate standard wheelchairs and have low-level buttons and voice over.
 - All doorways are wide enough to accommodate standard wheelchairs.
 - Door access dimensions: height 2.1 metres, width 0.7 metres.
 - Internal dimensions, height to light 2.1 metres, width 1metre.
 - Length of door to back 1.2 metres.
- Congress Hall has an entrance ramp for wheelchair users and there is a further ramp onto the stage allowing speakers easy access to the podium.
- An accessible toilet is located on the lower ground floor by the cloakroom and the registration area. A further accessible toilet is located on the fifth floor.
- Most of the conference rooms are fitted with a hearing loop system. Congress Hall has an infra-red hearing loop.

Emergency evacuation procedures

On hearing the alarm bell ring continuously:

- Evacuate the premises using the nearest available exit. Do not stop to collect personal belongings.
- Please proceed to the assembly point opposite Parnell House, as instructed by Congress Centre staff.
- Do not use the lift. If you are in a lift when the alarm sounds it will automatically go to the ground floor unless the alarm has been activated on the ground floor, when it will automatically go to the first floor, and you should use the fire stairs at the side of the lift to exit the building.

Delegate's survey and equality monitoring forms

Please complete the delegate's survey form and the equality form which will be included in the email bulletins prior to conference. These help to assist the TUC with reviewing conference participation and future improvements.

First aid

If you require first aid, please go to the registration desk or ask the nearest delegate to seek assistance for you. A member of staff is qualified in Mental Health First Aid too.

Accidents/injuries/near misses

Please report any accidents/injuries/near misses to the registration desk, where it will be reported on an Incident Form or in the Accident Book, as appropriate.

Personal security and safety

When it comes to personal security and safety, attending conference is just like visiting any other UK town or city.

Please be alert when travelling about, and do not leave personal items unattended.

Data protection and the use of photography/film at conference

NUJ accredited photographers may be taking pictures of the main debates, fringe meetings and other public areas at conference.

These photographs may be used in the TUC's publications, on our website or in tweets, or the photographers may put them on their own website.

If you are not happy to be filmed or photographed, you can:

- In an individual circumstance (i.e. the photographer is taking a picture of you specifically), request that your photograph is not taken or used.
- If you are approached for a photograph or a video interview, say that you do not wish to be included.

If you are planning to use a camera at a conference for the purposes of using the images on behalf of your union, for reporting back purposes, or for personal social media:

- If you are photographing an individual, always ask for their consent and explain the use of the picture.
- Large group images, such as images of a delegation or the whole of the conference floor: clearly you cannot seek individual permissions here.

INFORMATION FOR DELEGATES AND VISITORS

Who attends the conference?

Each union is entitled to send between four and 18 delegates to the conference based on the total number of members the union affiliates to the TUC. Unions are also permitted to send visitors.

TUC staff and visitors from outside organisations attend as well.

How long does the conference last?

It usually opens at 13.00 on the Saturday and finishes by 16.00 on the Sunday.

Who chairs the conference?

The conference is chaired by the chair of the TUC Young Workers Forum.

What does the conference discuss?

Each union is invited to submit one motion, of no more than 250 words each, which must deal with one subject only. Motions are first published in a preliminary agenda and unions are then invited to submit one amendment to one motion.

Certain motions on the preliminary agenda, together with amendments, may be grouped into composite motions with the agreement of the unions concerned. The final agenda is then distributed to all delegates.

What about emergency motions?

Emergency motions must deal with issues that have arisen since the closing date for ordinary motions. In other words, they must be a genuine emergency; otherwise they will not be approved for inclusion on to the agenda by the YWF.

Unions and the YWF are entitled to submit an emergency motion to conference not later than two days prior to the opening of conference.

All emergency motions are considered by the YWF prior to the conference. Those that are considered genuine emergencies are then circulated to delegates at the beginning of conference.

Delegates are invited to vote on whether each motion should be included on the agenda. At least two thirds of delegates must vote in favour if the emergency motion is to go on the agenda.

If the committee decides that an emergency motion is mainly about issues that arose before the closing date for ordinary motions, they will rule it out of order. Such motions are not circulated to delegates.

Motions to Congress

Delegates are able to vote for one resolution (one of the motions carried by conference) to go forward onto the agenda of the annual TUC Congress in September.

To decide on the motion that is sent to Congress, delegates will cast their vote using a smartphone, tablet or other mobile device. Each delegate is able to vote for the one motion they wish to see on the Congress agenda. The motion with the most votes will be announced during conference.

In the event of a tied vote, the Chair of the YWF makes the final decision.

What happens to motions after the conference?

The TUC Young Workers Conference is an advisory conference to the TUC General Council. Motions are considered by the General Council and TUC departments as part of the overall work of the TUC.

The resolution that the conference votes onto the Congress agenda becomes the property of the TUC YWF who might take decisions about composing or accepting amendments.

What happens in the evenings?

On the Saturday evening of the conference there is a social event for all conference delegates and visitors. There is an invitation in the email bulletin.

What else happens at conference?

On the Saturday afternoon there are a number of workshops on trade union campaigns and issues relevant to young workers.

Visitors

The YWF welcomes all visitors to the conference. Visitors are reminded that they are not allowed to go onto the conference floor to speak to members of their delegation or delegates from other unions.

Social media

Twitter, Facebook and other social media platforms enable what goes on at the conference to be shared with a much larger audience. The YWF asks that all delegates and visitors to the Conference use social media responsibly and not engage in any behaviour that would be unacceptable if it were carried out in person.

CONSTITUTION & RULES OF CONFERENCE (STANDING ORDERS)

TUC Young Workers Conference

1. The title of the conference shall be the 'TUC Young Workers Conference' and its purpose shall be to encourage young people to play a full and active role in the trade union movement and empower young workers to inform TUC policy.

Date of the TUC Young Workers Conference

2. The conference shall meet annually for two days no later than the last weekend of April unless otherwise decided by the TUC Young Workers Forum.

Basis of representation

3. All unions affiliated to the TUC are entitled to send delegates to the TUC Young Workers Conference on the basis given below. Delegates must qualify as a young member/worker under the rules of the union they are representing. Where the rules of the union do not contain any definition of a young member/workers, then delegates from that union must be 27 years old or under, on the first day of the conference.
4. Where possible, unions are encouraged to send delegations which contain a gender balance. Unions are able to appoint delegates on the following basis:
 - unions with up to 300,000 members, a maximum of four delegates
 - unions with up to 500,000 members, a maximum of six delegates
 - unions with up to 800,000 members, a maximum of eight delegates
 - unions with up to 1,200,000 members, a maximum of 10 delegates
 - unions with up to 1,200,000 members, a maximum of 12 delegates
 - unions with up to 1,500,000 members, a maximum of 14 delegates
 - unions with up to 1,800,000 members, a maximum of 16 delegates
 - unions with over 1,800,000 members, a maximum of 18 delegates.

Conference arrangements

5. Responsibility for conference arrangements will lie with the TUC Young Workers Forum which will have responsibility for the following:
 - ruling on motions (including compositing)
 - ruling on emergency motions
 - advising on the conference agenda and guest speakers.

Format of conference

6. The TUC Young Workers Conference will normally run over two consecutive days. The first day of the conference will be given over to a series of workshops and discussion groups on subjects related to young workers and young members of trades unions. The second day of the conference will be given over to discussion of motions submitted by affiliates and the vote on the motion to be submitted to Congress.

Motions

7. Motions for the Young Workers Conference Agenda must be signed by the general secretary of the organisation submitting them, and must reach the general secretary of the TUC at least ten weeks before the date fixed for the conference.
8. Each affiliated union is invited to submit one motion of not more than 250 words in length. Motions should deal with one subject only.
9. The Young Workers Forum shall draw to the attention of the General Council any motion they consider does not comply with this requirement and the General Council shall

decide whether or not it is eligible for inclusion in the agenda. The decision of the General Council shall be final.

10. The motions included in the conference preliminary agenda shall be sent to each affiliated union as soon as possible after the closing date for their submission.
11. Each affiliated union shall be allowed to submit one amendment of no more than 60 words in length. All amendments to the motions submitted by affiliated unions must reach the general secretary of the TUC by a date to be decided by the Young Workers Forum which will be no later than six weeks before the day prior to the start of the conference. Such amendments must be signed by the general secretary of the affiliate submitting them.
12. Emergency motions may be submitted to the conference by the Young Workers Forum and any affiliate, subject to the conditions being met.
13. Emergency motions received from affiliates must:
 - a) address an issue that has arisen since the closing date for ordinary motions and that represents a genuine emergency
 - b) not be more than 200 words in length, signed by the general secretary of the affiliated union (or by the chair in respect of emergency motions submitted by the Young Workers Forum) and received by the general secretary of the TUC not later than the morning of the day two days prior to the first day of the conference.
14. Emergency motions that in the opinion of the TUC Young Workers Forum satisfy the criteria will be included in the conference agenda subject to the agreement of at least two-thirds of the delegates to the conference.

15. In making arrangements for the conference, the Young Workers Forum shall have authority to take any steps they consider necessary to co-operate with the unions submitting motions and amendments, in order that composite motions may be obtained wherever practicable. Failure to comply with the Young Workers Forum's arrangements may involve a union's motion being deleted from the final Agenda.
16. The resolution to be submitted by conference as a motion to the succeeding Congress will become the property of the TUC Young Workers Forum, the chair of which will have responsibility for decisions relating to amendment and/or composing.
17. The Young Workers Forum will decide which union will move the motion at Congress on behalf of the conference. The mover must already be a delegate to Congress.

Hours of conference

18. The TUC Young Workers Conference assembles at 13.00 and closes at 18.30 on the first day. It assembles at 10.00 and closes by 16.00 on the second day.

Appointment of scrutineers and tellers

19. The appointment of ballot scrutineers and tellers shall be made by delegates at the start of the conference. The members of each group will be representatives of different unions.

Limitation of speakers

20. Five minutes shall be allowed for the mover of a motion and three minutes for each subsequent speaker. Speeches on behalf of the Young Workers Forum shall be limited

to five minutes unless otherwise agreed by the conference, with the exception of the chair's address and guest speakers.

21. A delegate shall not speak more than once on any question unless permission to do so, on a point of order or explanation, is given by the chair.
22. The mover may be allowed three minutes to reply to discussion on the motion concerned but no new matter may be introduced into such reply.
23. Movers of amendments do not have the right of reply.
24. Delegates shall vote on the motion immediately after the mover has replied.

Voting at the TUC Young Workers Conference

25. The method of voting at the TUC Young Workers Conference will be via a show of hands of delegates at the conference on all matters, except the selection of the resolution to go forward as a motion to the succeeding Congress, which will take place using a secret online ballot.

Closure

26. The previous question, next business, or the closure of the debate may be moved and seconded only by those delegates who have not previously spoken during the debate and there shall be no speeches on such motions. Should the closure be carried, the mover of the original motion shall have the right to reply.

Suspension of standing orders

27. Standing Orders may be suspended only if agreed by at least two-thirds of delegates to the annual conference.

Delegates

Advance

Linda Rolph
Deborah Croucher

ASLEF

Matt France
Tom Taylor
Antony Holdsworth

ATL

Huw Tindell Jones
Joe Lord
Nardia Thornton

BFAWU

Sarah Rowley
Cameron Pye
Lorna McKinnon
Tom Holliday

Community

Emmet Harland
Katie Roberts
Daniel Warren
Matthew Cooke

CWU

Becca Hufton
Jamie George
Dan Coles
Laura Snell

Equity

Paul Valentine
Abigail Poulton

Jessica Bastick-Vines

Wayne Ingram

FDA

Sam Wheeler
Victoria Taylor

GMB

Charles John
Ruth Pitchford
Craig Dawson
Melanie Bartlett
Jawad Khan
Nathan Clarke
Samuel Benham
Joseph Spicer

HCSA

Ashley Cowton
Andrew Jordan

MU

Diljeet Bhachu
Sam Murray

NASUWT

Dale Minto
Bradley Wall
Javay Welter
Sobhia Mahmood

Nautilus International

Martyn Gray
Danny McGowan
Jack Metcalfe

NUT

Kyle Marsh

Elizabeth Bradley

Alex Oldaker

Chris Moss

Danny Rees

Shazia Shah

PCS

Laura Bee

Steven Warwick

Rhea James

Craig White

Prospect

Samuel Oyaletor

Dan Fahey

Gary Best

Abigail Rumsey

RMT

Matthew Morris

TSSA

Kyle Williamson

UCATT

Paddy Mooney

Lewis Phillipson

UNISON

Alex Anthony

Kendal Bromley-Bewes

David Coleman

Zara Poole

Melanie Pearson

Sinead Liddy

Joe Dale

Kati Conway

Cameron Bond

Siobhan Cannon

Matt Ellis

Andrew Anderson

Unite the Union

Mary Hackwood

Nilfer Guler

Charlotte Upton

Leon Orr

James MacDonald

Frankie Leach

Aisling Gallagher

Adam Kelly

Laura Duggan

Gwen Cross

Anna Lavery

USDAW

Ryan Quick

Catherine Bates

Matthew Wright

Daniel Forrest

Rebecca Barlow

Bryony Hamblin

TUC Young Workers Conference 2017 | Seating plan

